Commenting on a Journal

Journaling can be essential for interaction between the Student and the Instructor, especially in a Web-based course. Student entries and Instructor comments can help build rapport and can create a healthy intellectual exchange.

A Student can make a comment after an Instructor comments on an entry to continue the conversation. Students cannot make comments on another Student's Journal entry, even if the Journal has been made public. Students can only comment on another Student's entry when they are members of a Group. For Group Journals, all Group members and the Instructor are allowed to make comments on individual entries.

1. Login to the Bb Learn system and go to your course.

2. Locate the **Course Management Control Panel** under the left hand menu and click on **Course Tools** to expand the drop-down list.

3. Click on **Journals**.

4. On the **Journals** listing page, choose a **Journal title**.

5. On the **Journal's** topic page, choose the **Journal** entry to view by selecting the user's name in the side panel under **More Journals**. The Journal entry will open in the content frame.

6. Click **Comment** following the user's entry. The **Comment** text box appears.

7. Type a comment in the **Comment** text box. Please note that attachments are not permitted on **Journal** comments.

8. Click **Add**. Click the **Comments** link below the entry to view the comment.